

# **Appendixes**

## APPENDIX A. DEFINITIONS

**ACTIVE FILE** The total number of individuals considered available, as of the report period, for referral by the Bureau of Employment Services (BES) to job openings or employment development services.

**ACTIVE JOB SEEKERS** The total number of individuals who began a registration year or utilized the public labor exchange during the four quarter reporting period.

**APPEAL** A written request for a hearing to be held by an appeals authority regarding an unemployment insurance benefits eligibility decision, or a request for a higher authority review of a decision made by a lower authority.

**LOWER AUTHORITY** The first of two administrative authorities provided to review benefit decisions.

**HIGHER AUTHORITY** The second of two administrative authorities provided to review lower authority benefit decisions (as well as certain employer determinations which are not included in this report).

**APPLICANTS AVAILABLE** The total number of individuals considered as available, during one or more times throughout the program year, for referral by the BES to job openings or employment development services.

**AVERAGE ACTUAL DURATION** The total number of weeks of unemployment insurance benefits compensated during a year divided by the number of first payments for the same period.

**AVERAGE CONTRIBUTION AMOUNT COLLECTED PER EMPLOYEE** The result obtained by dividing total unemployment insurance tax contributions due for the year by average monthly employment.

### AVERAGE WEEKLY BENEFIT AMOUNT (AWBA)

**AWBA TOTAL** The result obtained by dividing the dollar amount paid of Unemployment Compensation benefits, by the corresponding number of weeks paid, to individuals who received payment for *full* weeks of total unemployment during a year.

**AWBA PARTIAL** The result obtained by dividing the dollar amount paid of Unemployment Compensation benefits, by the corresponding number of weeks paid, to individuals who received payment for *less than full* weeks of total employment during a year.

**AWBA ALL** The amount of compensation paid for total and partial unemployment benefits during a year divided by the corresponding number of weeks for which total and partial unemployment was paid.

**AVERAGE WEEKLY WAGES** The results obtained by dividing 1/52nd of total wages for the year by average monthly number of employees. See Section IV for limitations of data.

### BENEFITS PAID (EXCLUDING DIRECT REIMBURSABLE)

**REGULAR** The amount of unemployment insurance compensation paid during a year which is not recoverable by reimbursement from another source such as employer direct reimbursement or federal share of extended benefits.

**EXTENDED (STATE SHARE)** The amount of compensation paid during a year under the extended benefits program for which the state is liable (generally 50 percent of total extended benefits). Extended benefits is a federal-state program which provides compensation to certain claimants who have exhausted their rights to regular benefits during periods of high unemployment.

**CAREER GUIDANCE** The provision of information, materials, suggestions, or advice to assist the applicant in making occupation or career decisions.

**CIVILIAN LABOR FORCE** The number of persons by place of residence who were either employed or unemployed during the survey week which includes the 12th of the month. Labor force data and its components, employed and unemployed, are for civilians only.

#### **CLAIMS**

**INITIAL CLAIM** A notice of unemployment filed: (1) to request a determination of entitlement to and eligibility for compensation; or (2) to begin a second or subsequent period of unemployment within a benefit year or period of eligibility.

**CONTINUED CLAIM** A notice filed by mail for waiting period credit or payment for one or more weeks of unemployment.

**CONTRIBUTION RATE** The tax rate assigned to each employer under provisions of the Maine Employment Security Law. Rates are usually in effect for a calendar year and are applied to taxable wages to determine contribution due. An employer's contribution rate is generally based upon the specific rate schedule in effect and the firm's experience with unemployment. This experience is measured in terms of the benefits paid and contributions received from the employer in relation to his average taxable payroll. Rates are also based on total wages but these are for analytical purposes only and have no statutory basis.

**CONTRIBUTIONS DUE** The state unemployment taxes assessed to covered employers for payments made for deposit in the Unemployment Trust Fund. Contributions are based on a tax rate schedule that is applied to taxable wages. Contributions are due on or before the last day of the month following the close of each calendar quarter. Contributions due for a year are usually received during that same year except in the case of the October-December quarter when they are received in the following year.

**CONTRIBUTIONS RECEIVED** That portion of state unemployment taxes paid by employers during a calendar year. Not included as contributions are payments made in lieu of contributions by employers under the direct reimbursable provisions of the Maine Employment Security Law.

**COVERED EMPLOYMENT** The number of workers of those employers subject to the Maine Employment Security Law. The data relating to covered employment are for weekly pay periods which include the 12th of each month. Included are all corporation officials, executives, supervisory personnel, wage earners, piece workers, part-time workers, and people on the payroll but on paid vacations. Similar employment data for federal government installations within the state are also included. See Section IV for further explanation.

**DEPENDENTS ALLOWANCES** The supplemental amount payable for a week of total or partial unemployment insurance benefits to individuals with dependents.

**DIRECT REIMBURSABLE PROVISIONS** Refers to a method of financing benefit payments. Certain nonprofit employers or governmental entities are permitted, in lieu of paying contributions, the option of reimbursing the Unemployment Trust Fund on a dollar-for-dollar basis for benefits paid to their former workers.

**DISLOCATED WORKER BENEFITS (DWB)** An unemployment program for individuals who have been terminated from their job and are expected to be out of work for an extended period of time. It provides extra weekly unemployment benefits for eligible individuals who are in an “approved training” program.

**ELIGIBLE CLAIMANTS** The total number of registered job seekers who have filed a claim for unemployment compensation and who, during the registration year, have been determined monetarily eligible for benefit payments under one or more State or Federal unemployment compensation programs.

**EMPLOYER VISIT** A visit to an employer by a BES staff member to explain services available, discuss job orders, or help solve employment problems.

**FINAL PAYMENTS** The last unemployment insurance check paid to a claimant which exhausts the individual’s maximum benefit entitlement under a specific program.

**FIRST PAYMENTS** The first unemployment insurance check paid under a specific program to a claimant during the individual’s benefit year.

**FUND BALANCE (EXCLUDING LOANS)** The year-end reserves (excluding federal loans) available in the Unemployment Trust Fund, (unemployment insurance benefit fund), and clearing account available for unemployment insurance benefit payments.

**INTEREST EARNED** The amount credited to the state’s Unemployment Trust Fund during a year resulting from earnings on U.S. Treasury deposits.

**JOB OPENING** A job vacancy which an employer intends to fill.

**JOB SEARCH ACTIVITIES** Services designed to help applicants plan and carry out a successful job hunting strategy. These services include résumé preparation assistance, job search workshops, job finding clubs, provision of specific labor market information, and development of a job search plan.

**LABOR MARKET AREAS (LMA)** A central city or cities and the surrounding territory within commuting distance. It is an economically integrated geographical unit within which workers may readily change jobs without changing their place of residence.

**LOANS** Activities concerning amounts advanced to and repaid by the state under provisions of the Federal Unemployment Tax Act (FUTA).

**LOANS RECEIVED** The amount of loans received (both during the year and cumulative) by the state from the federal unemployment account.

**LOAN REPAYMENT ACTIVITIES** The amount of loans repaid either through the FUTA process or from Unemployment Trust Fund Reserves. Under the FUTA process, repayments are made by employers via a federal tax of 0.3 percent of taxable wages for the first year loans are due. The federal tax rate increases by 0.3 percent each year until the loan is repaid in full.

**MASS LAYOFF STATISTICS (MLS) PROGRAM**

**INDUSTRY DESCRIPTION** All descriptions and totals are based on the North American Industry Classification System (NAICS). NAICS groups employers into industries based on the activities in which they are primarily engaged.

**INITIAL CLAIM** See Claims for definition. These initial claims only pertain to confirmed mass layoff events which were reported under MLS.

**MASS LAYOFF EVENT** A confirmed mass layoff event in MLS is defined as 50 or more initial claims (20 or more for a state event) filed against an establishment during a 5-week period, with separations lasting longer than 30 days as specified by the employer during the employer contact.

**PRIMARY REASON FOR SEPARATION** The principle reason for a layoff event, as reported during the employer contact.

**SEPARATION/LAYOFF** The number of individuals who have become permanently displaced during a particular layoff event, as provided by the employer during the employer contact. The number of separations, as reported by the employer, may exceed the number of initial claims shown for an event. Separations include only those that will be out for 30 days or more.

**TOTAL ESTABLISHMENTS** A subset of employers subject to the Maine Employment Security Law with 15 or more employees.

**METROPOLITAN STATISTICAL AREA (MSA)** A large population nucleus, together with adjacent communities which have a high degree of economic and social integration with that nucleus. In New England, MSAs are composed of cities and towns rather than entire counties as in other areas of the United States. To qualify as an MSA in New England, an area (made up of a central core and outlying cities and towns) must contain a city of at least 50,000 people or have a total population of at least 75,000.

**MICROPOLITAN STATISTICAL AREAS** A nonmetropolitan region or group of adjacent nonmetropolitan regions that contains an urban cluster of 10,000 to 49,999 persons. A micropolitan statistical area may include surrounding regions if there are strong economic ties between the regions, based on commuting patterns. In New England, cities and towns, rather than counties, are used to define micropolitan statistical areas. Nonmetropolitan cities and towns that are not classified as part of a micropolitan statistical area are considered nonmicropolitan.

**MONETARY ELIGIBILITY REQUIREMENTS** The employment and wage requirements necessary to establish entitlement to compensation under the Unemployment Insurance program.

**BASE PERIOD WAGES** The minimum amount of wages that must be earned during a four consecutive calendar quarter period for benefit entitlement.

**WAGES IN TWO QUARTERS** The minimum amount of wages that must be earned during at least two of the four consecutive calendar quarter period for benefit entitlement.

**NEW APPLICANT** An individual who has not registered previously with BES, or whose previous registration has become obsolete or unusable.

**NONFARM WAGE AND SALARY EMPLOYMENT** All persons on nonfarm establishment payrolls who received pay for any part of the pay period which includes the 12th of the month. It does not include proprietors, the self-employed, unpaid family workers, farm workers, or domestic workers in households. See Section II for further explanation.

**NONMONETARY DETERMINATION** A written decision regarding a claimant's entitlement to benefits for a week of unemployment for other than monetary reasons.

**DISQUALIFICATIONS** Denials of benefits for other than monetary reasons.

**NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM** The North American Industry Classification System (NAICS) is a six-digit code for classifying business establishments in the United States, Canada, and Mexico. Adopted in 1997 to replace the 4-digit Standard Industrial Classification (SIC), NAICS provides for newer industries and also reorganizes the categories based on how a product is created or a service is provided.

**OLDER WORKER** For purposes of employment and training programs, any applicant age 45 and over.

**PERCENT OF CIVILIAN LABOR FORCE** The number unemployed as a percent of the civilian labor force.

**PRODUCTION WORKERS IN MANUFACTURING INDUSTRIES** The category of workers which includes nonsupervisory workers (and working supervisors) who are directly engaged in the manufacture of the establishment's product(s) and other closely-related activities.

**AVERAGE WORKWEEK** The average number of hours for which pay was received during the week including the 12th of the month. Workweek hours include regular hours worked; overtime hours; hours paid for standby or reporting time; and equivalent hours for which employees received pay from the employer for sick leave, holidays, vacations, and other leave.

**AVERAGE HOURLY EARNINGS** The result derived by dividing payrolls by total hours worked for the week including the 12th of the month. Payrolls refer to pay before normal payroll deductions such as insurance, taxes, etc. Payroll figures include, in addition to pay for regular hours worked, pay for overtime, shift premiums, holidays, vacations, and sick leave paid by the firm to the production workers for the pay period reported.

**RECEIVED STAFF-ASSISTED SERVICES** Includes: (1) job referrals, (2) training placement, (3) reemployment services, (4) assessment services, including an assessment interview, testing, counseling, or employability planning, (5) case management, (6) career guidance, (7) job search activities, (8) federal bonding program, (9) job development contacts, (10) tax credit eligibility determination, (11) referral to other services, including skills training, educational services, and supportive services, or (12) any other service requiring significant expenditure of staff time.

**REFERRED TO EMPLOYMENT** Referral of an applicant to a job opening listed with BES by an employer.

**REFERRED TO SUPPORT SERVICES** Number of registered job seekers referred to services designed to assist an individual to achieve physical, mental, social or economic well being and reduce or eliminate barriers to employment. These include health and medical services, child care, emergency financial services, relocation assistance, residential support, and nutritional and legal services.

**REFERRED TO WIA (WORKFORCE INVESTMENT ACT) SERVICES** The number of registered job seekers referred to a service delivery component funded under Title I of the Workforce Investment Act of 1998. WIA is a federally funded program designed to increase the employment, retention, earnings, and occupational skill attainment of adult and dislocated workers. The program provides three levels of service. 1) Core services: self-help and informational resources, e.g., job referrals, job announcements, newspaper listings, computer resources, fax and copy machines, interviewing and résumé workshops, and information handouts; 2) Intensive services: staff assisted services, e.g., assessment and counseling, case management, career guidance, and other more extensive workshops; and 3) Training services: training accounts and vouchers, on-the-job training, customized training and other occupational training.

**REGISTERED JOB SEEKERS** (1) Job seekers who registered with the labor exchange during the registration quarter, (2) job seekers who were re-registered after their registration year expired, or (3) job seekers who were not formally re-registered, but who engaged in a labor exchange activity after their registration year expired.

**RENEWAL** An individual whose BES registration application has been transferred from the inactive to the active file in order to be available for services.

**RESIDENT EMPLOYED** The number of persons by place of residence who:

- (1) Did any work for pay or profit; or
- (2) Did at least 15 hours of unpaid work in a family-oriented enterprise; or
- (3) Were temporarily absent from their regular job because of illness, vacation, bad weather, industrial dispute, or various personal reasons.

**SUPPORTIVE SERVICE** Any service which contributes to the employability of an applicant or is supplemental to employment or training.

**TAXABLE WAGE BASE** That part of total wages paid to an individual per year which is subject to the state unemployment tax provisions. From 1972 through 1977, the taxable wage base constituted the first \$4,200 of an employee's annual wage. From 1978 through 1982, the taxable wage base was the first \$6,000 in annual wages. From 1983 through 1999, the taxable wage base was the first \$7,000 in annual wages. Effective January 1, 2000, the taxable wage base is \$12,000.

**TAXABLE WAGES** That portion of total wages which is subject to the state unemployment tax provisions.

**TOTAL WAGES** All wages paid to persons in covered employment including salaries, commissions, bonuses, gratuities and the cash value of board, rent, housing, lodging, or similar remuneration.

**UI CLAIMANT** An individual who files either an initial claim or a continued claim under any unemployment insurance program.

**UNEMPLOYED** The number of persons by place of residence who:

- (1) Did not have a job, made specific efforts to find a job in the prior four weeks, and were available for work during the survey week; or
- (2) Were not working and were waiting to be called back to a job from which they had been laid off; or
- (3) Were not working and were waiting to report to a new job within 30 days.

**VETERANS AND ELIGIBLE PERSONS** A veteran is an individual who (1) served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge, or (2) was discharged from or released from active duty because of a service-connected disability. An eligible person is (1) the spouse of any person who died on active duty or of a service-connected disability, (2) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance is listed as (a) missing in action, (b) captured in the line of duty by a hostile force, or (c) forcibly detained or interned in the line of duty by a foreign government or power, or (3) the spouse of any person who has a total permanent service-connected disability or the spouse of a veteran who died while such a disability was in existence.

**WEEKLY BENEFIT AMOUNT (WBA)** The amount payable to a claimant for a compensable week of total unemployment.

**MINIMUM WBA** The lowest amount payable to a claimant for a compensable week of total unemployment.

**MAXIMUM WBA** The highest amount payable to a claimant for a compensable week of total unemployment.

**WEEKS COMPENSATED** The number of weeks claimed for unemployment in which benefits are paid.

**TOTAL UNEMPLOYMENT** A week in which an individual is eligible for the full benefit amount because of no earnings deductions.

**PARTIAL UNEMPLOYMENT** A week in which an individual is eligible for less than the full benefit amount because of earnings or other remuneration in excess of the amount allowable for any deductions



## APPENDIX B. MAINE LABOR MARKET AREAS

“A labor market area consists of an economically integrated geographical area within which workers can reside and find employment within a reasonable distance or can readily change employment without changing their place of residence.” Bureau of Labor Statistics, U.S. Department of Labor.

### Augusta Micropolitan Area

236 Augusta  
237 Belgrade  
239 Chelsea  
240 China  
242 Farmingdale  
244 Gardiner  
245 Hallowell  
246 Litchfield  
247 Manchester  
249 Mount Vernon  
635 Palermo  
251 Pittston  
252 Randolph  
253 Readfield  
254 Rome  
255 Sidney  
302 Somerville  
256 Vassalboro  
259 Wayne  
260 West Gardiner  
307 Whitefield  
261 Windsor  
263 Winthrop

### Bangor Metropolitan Area

375 Alton  
190 Amherst  
438 Argyle Township unorganized  
191 Aurora  
376 Bangor  
377 Bradford  
378 Bradley  
379 Brewer  
381 Carmel

### Bangor Metropolitan Area (cont.)

383 Charleston  
385 Clifton  
387 Corinth  
199 Dedham  
389 Dixmont  
--- East Central Penobscot unorganized  
392 Eddington  
393 Edinburg  
394 Enfield  
395 Etna  
396 Exeter  
624 Frankfort  
397 Garland  
398 Glenburn  
400 Greenbush  
402 Hampden  
403 Hermon  
404 Holden  
405 Howland  
406 Hudson  
407 Kenduskeag  
408 Lagrange  
411 Levant  
413 Lowell  
415 Maxfield  
417 Milford  
420 Newburg  
421 Newport  
422 Old Town  
423 Orono  
424 Orrington  
425 Passadumkeag  
437 Penobscot Indian Island Reservation  
427 Plymouth

### Bangor Metropolitan Area (cont.)

432 Stetson  
433 Veazie  
645 Winterport

### Belfast LMA

620 Belfast  
621 Belmont  
622 Brooks  
625 Freedom  
626 Islesboro  
627 Jackson  
628 Knox  
629 Liberty  
631 Monroe  
632 Montville  
633 Morrill  
634 Northport  
637 Searsport  
638 Searsport  
639 Stockton Springs  
640 Swanville  
641 Thorndike  
643 Unity  
644 Waldo

### Boothbay Harbor LMA

291 Boothbay  
292 Boothbay Harbor  
297 Edgecomb  
304 Southport

### Bridgton-Paris LMA

111 Bridgton  
121 Harrison

**Bridgton-Paris LMA (cont.)**

335 Norway  
314 Otisfield  
336 Oxford  
337 Paris  
--- South Oxford unorganized  
342 Stoneham  
347 Waterford  
348 West Paris

**Brunswick LMA**

112 Brunswick  
120 Harpswell  
296 Dresden  
306 Westport  
308 Wiscasset  
510 Arrowsic  
511 Bath  
512 Bowdoin  
513 Bowdoinham  
514 Georgetown  
520 Perkins unorganized  
515 Phippsburg  
516 Richmond  
517 Topsham  
518 West Bath  
519 Woolwich

**Calais LMA**

651 Alexander  
652 Baileyville  
653 Baring  
656 Calais  
658 Charlotte  
660 Codyville Plantation  
663 Cooper  
664 Crawford  
670 Eastport  
671 Grand Lake Stream Plantation  
679 Meddybemps  
--- North Washington unorganized  
709 Passamaquoddy Indian Township

**Calais LMA (cont.)**

697 Passamaquoddy Pleasant Point Indian  
Reservation  
684 Pembroke  
685 Perry  
686 Princeton  
687 Robbinston  
690 Talmadge  
691 Topsfield  
692 Vanceboro  
693 Waite

**Camden LMA**

270 Appleton  
271 Camden  
309 Hibberts Gore  
274 Hope  
630 Lincolnville  
277 North Haven  
284 Union  
285 Vinalhaven  
287 Washington

**Conway, NH-ME LMA**

321 Denmark  
323 Fryeburg  
317 Brownfield  
331 Lovell  
343 Stow  
345 Sweden

**Dover-Foxcroft LMA**

455 Abbott  
456 Atkinson  
485 Beaver Cove  
458 Blanchard unorganized  
459 Bowerbank  
460 Brownville  
529 Cambridge  
388 Dexter  
461 Dover-Foxcroft  
463 Greenville

**Dover-Foxcroft LMA (cont.)**

464 Guilford  
466 Lake View Plantation  
467 Medford  
468 Milo  
469 Monson  
--- Northwest Piscataquis unorganized  
470 Parkman  
550 Ripley  
471 Sangerville  
472 Sebec  
473 Shirley  
--- Southeast Piscataquis unorganized  
475 Willimantic

**Ellsworth LMA**

192 Bar Harbor  
655 Beddington  
193 Blue Hill  
194 Brooklin  
195 Brooksville  
196 Bucksport  
197 Castine  
--- Central Hancock unorganized  
198 Cranberry Isles  
200 Deer Isle  
201 Eastbrook  
--- East Hancock unorganized  
202 Ellsworth  
203 Franklin  
208 Frenchboro  
204 Gouldsboro  
205 Great Pond  
206 Hancock  
207 Lamoine  
209 Mariaville  
210 Mount Desert  
--- Northwest Hancock unorganized  
211 Orland  
212 Osborn  
213 Otis  
214 Penobscot  
636 Prospect

**Ellsworth LMA (cont.)**

215 Sedgwick  
216 Sorrento  
217 Southwest Harbor  
689 Steuben  
218 Stonington  
219 Sullivan  
220 Surry  
221 Swans Island  
222 Tremont  
223 Trenton  
224 Verona  
225 Waltham  
226 Winter Harbor

**Farmington LMA**

140 Avon  
141 Carrabassett Valley  
--- Central Somerset unorganized  
143 Chesterville  
144 Coplin Plantation  
145 Dallas Plantation  
--- East Central Franklin unorganized  
146 Eustis  
147 Farmington  
243 Fayette  
148 Industry  
149 Jay  
150 Kingfield  
008 Livermore Falls  
151 Madrid  
545 New Portland  
152 New Sharon  
153 New Vineyard  
--- North Franklin unorganized  
154 Phillips  
155 Rangeley  
156 Rangeley Plantation  
157 Sandy River Plantation  
--- South Franklin unorganized  
158 Strong  
159 Temple  
257 Vienna

**Farmington LMA (cont.)**

160 Weld  
--- West Central Franklin unorganized  
161 Wilton  
188 Wyman

**Houlton LMA**

016 Amity  
018 Bancroft  
023 Cary Plantation  
027 Crystal  
666 Danforth  
029 Dyer Brook  
040 Hammond Plantation  
041 Haynesville  
042 Hersey  
043 Hodgdon  
044 Houlton  
045 Island Falls  
444 Kingman unorganized  
047 Linneus  
048 Littleton  
049 Ludlow  
050 Macwahoc Plantation  
056 Monticello  
057 Moro Plantation  
419 Mount Chase Plantation  
060 New Limerick  
062 Oakfield  
063 Orient  
426 Patten  
068 Reed Plantation  
072 Sherman  
073 Smyrna  
431 Stacyville  
081 Weston

**Lewiston-Auburn Metropolitan Area**

001 Auburn  
318 Buckfield  
003 Greene  
327 Hartford

**Lewiston-Auburn Metropolitan Area (cont.)**

328 Hebron  
004 Leeds  
005 Lewiston  
006 Lisbon  
007 Livermore  
009 Mechanic Falls  
010 Minot  
011 Poland  
012 Sabattus  
344 Sumner  
013 Turner  
014 Wales

**Lincoln LMA**

380 Burlington  
382 Carroll Plantation  
384 Chester  
390 Drew  
409 Lakeville  
410 Lee  
412 Lincoln  
428 Prentiss  
430 Springfield  
454 Twombly unorganized  
434 Webster  
450 Whitney unorganized  
435 Winn

**Machias LMA**

650 Addison  
654 Beals  
657 Centerville  
659 Cherryfield  
661 Columbia  
662 Columbia Falls  
665 Cutler  
667 Deblois  
668 Dennysville  
--- East Central Washington unorganized  
669 East Machias  
672 Harrington

**Machias LMA (cont.)**

673 Jonesboro  
674 Jonesport  
675 Lubec  
676 Machias  
677 Machiasport  
678 Marshfield  
680 Milbridge  
681 Northfield  
688 Roque Bluffs  
694 Wesley  
695 Whiting  
696 Whitneyville

**Madawaska LMA**

035 Frenchville  
038 Grand Isle  
051 Madawaska  
069 Saint Agatha

**Millinocket LMA**

391 East Millinocket  
037 Glenwood Plantation  
414 Mattawamkeag  
416 Medway  
418 Millinocket  
--- Northeast Piscataquis unorganized  
--- North Penobscot unorganized  
429 Seboeis Plantation  
--- South Aroostook unorganized  
436 Woodville

**Pittsfield LMA**

623 Burnham  
386 Corinna  
534 Detroit  
537 Harmony  
538 Hartland  
465 Kingsbury Plantation  
547 Palmyra  
548 Pittsfield  
551 Saint Albans

**Pittsfield LMA (cont.)**

642 Troy  
474 Wellington

**Portland-South Portland-Biddeford  
Metropolitan Area**

716 Alfred  
717 Arundel  
110 Baldwin  
719 Biddeford  
720 Buxton  
113 Cape Elizabeth  
114 Casco  
721 Cornish  
115 Cumberland  
722 Dayton  
116 Falmouth  
117 Freeport  
136 Frye Island  
118 Gorham  
119 Gray  
329 Hiram  
724 Hollis  
725 Kennebunk  
726 Kennebunkport  
729 Limerick  
730 Limington  
125 Long Island  
731 Lyman  
122 Naples  
123 New Gloucester  
124 North Yarmouth  
734 Old Orchard Beach  
735 Parsonsfield  
339 Porter  
126 Portland  
127 Pownal  
128 Raymond  
736 Saco  
129 Scarborough  
130 Sebago  
131 South Portland

**Portland-South Portland-Biddeford  
Metropolitan Area (cont.)**

132 Standish  
740 Waterboro  
133 Westbrook  
134 Windham  
135 Yarmouth

**Portsmouth, NH-ME Metropolitan Area**

723 Eliot  
727 Kittery

**Presque Isle LMA**

015 Allagash  
017 Ashland  
020 Blaine  
021 Bridgewater  
022 Caribou  
024 Castle Hill  
025 Caswell Plantation  
--- Central Aroostook unorganized  
026 Chapman  
085 Connor  
028 Cyr  
031 Eagle Lake  
032 Easton  
033 Fort Fairfield  
034 Fort Kent  
036 Garfield  
039 Hamlin  
046 Limestone  
052 Mapleton  
053 Mars Hill  
054 Masardis  
055 Merrill  
058 Nashville Plantation  
059 New Canada Plantation  
061 New Sweden  
--- Northwest Aroostook unorganized  
064 Oxbow Plantation  
065 Perham  
066 Portage Lake

**Presque Isle LMA (cont.)**

067 Presque Isle  
070 Saint Francis  
071 Saint John  
--- Square Lake unorganized  
074 Stockholm  
075 Van Buren  
076 Wade  
077 Wallagrass Plantation  
078 Washburn  
079 Westfield  
080 Westmanland  
082 Winterville Plantation  
083 Woodland

**Rochester-Dover, NH-ME**

**Metropolitan Area**

718 Berwick  
728 Lebanon  
739 South Berwick

**Rockland Micropolitan Area**

272 Cushing  
278 Owls Head  
279 Rockland  
280 Rockport  
282 South Thomaston  
283 Thomaston  
286 Warren

**Rumford LMA**

315 Andover  
316 Bethel  
319 Byron  
320 Canton  
142 Carthage  
322 Dixfield  
324 Gilead  
325 Greenwood  
326 Hanover  
330 Lincoln Plantation  
332 Magalloway Plantation

**Rumford LMA (cont.)**

333 Mexico  
361 Milton unorganized  
334 Newry  
--- North Oxford unorganized  
338 Peru  
340 Roxbury  
341 Rumford  
346 Upton  
349 Woodstock

**Saint George LMA**

288 Criehaven  
275 Isle au Haut  
276 Matinicus Isle Plantation  
281 Saint George Town

**Sanford LMA**

737 Sanford  
738 Shapleigh

**Skowhegan LMA**

525 Anson  
526 Athens  
527 Bingham  
528 Brighton Plantation  
530 Canaan  
531 Caratunk Plantation  
532 Cornville  
533 Dennistown  
535 Embden  
539 Highland Plantation  
540 Jackman  
541 Madison  
542 Mercer  
543 Moose River  
544 Moscow  
546 Norridgewock  
--- Northeast Somerset unorganized  
--- Northwest Somerset unorganized  
549 Pleasant Ridge Plantation  
--- Seboomook Lake unorganized

**Skowhegan LMA (cont.)**

552 Skowhegan  
553 Smithfield  
554 Solon  
555 Starks  
556 The Forks Plantation  
557 West Forks Plantation

**Waldoboro LMA**

290 Alna  
293 Bremen  
294 Bristol  
295 Damariscotta  
273 Friendship  
298 Jefferson  
299 Monhegan Plantation  
300 Newcastle  
301 Nobleboro  
303 South Bristol  
305 Waldoboro

**Waterville Micropolitan Area**

235 Albion  
238 Benton  
241 Clinton  
536 Fairfield  
250 Oakland  
264 Unity Unorganized  
258 Waterville  
262 Winslow

**York LMA**

733 North Berwick  
743 Ogunquit  
741 Wells  
742 York

**Isolated Towns**

715 Acton  
002 Durham  
248 Monmouth  
732 Newfield

## APPENDIX C. NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM

The North American Industry Classification System, more generally referred to as NAICS, has replaced the Standard Industrial Classification System (SIC). NAICS is an outgrowth of the North American Free Trade Agreement of 1993 and was designed to standardize the industrial classification of establishments in the United States, Canada and Mexico. Beyond this objective, NAICS allows for the inclusion of more new industries and production techniques than does the SIC. It is based on how a product is created or a service is provided. SIC stresses final products and services and thus has not kept pace with the structure of the contemporary economy and the “high tech” industrial base.

Code	Title	Industry Description
11	Agriculture, Forestry, Fishing, and Hunting	The Agriculture, Forestry, Fishing and Hunting sector comprises establishments primarily engaged in growing crops, raising animals, harvesting timber, and harvesting fish and other animals from a farm, ranch, or their natural habitats.
21	Mining	The Mining sector comprises establishments that extract naturally occurring mineral solids, such as coal and ores; liquid minerals, such as crude petroleum; and gases, such as natural gas. The term mining is used in the broad sense to include quarrying, well operations, beneficiating (e.g., crushing, screening, washing, and flotation), and other preparation customarily performed at the mine site, or as a part of mining activity.
22	Utilities	The Utilities sector comprises establishments engaged in the provision of the following utility services: electric power, natural gas, steam supply, water supply, and sewage removal. Within this sector, the specific activities associated with the utility services provided vary by utility: electric power includes generation, transmission, and distribution; natural gas includes distribution; steam supply includes provision and/or distribution; water supply includes treatment and distribution; and sewage removal includes collection, treatment, and disposal of waste through sewer systems and sewage treatment facilities.
23	Construction	The Construction sector comprises establishments primarily engaged in the construction of buildings and other structures, heavy construction (except buildings), additions, alterations, reconstruction, installation, and maintenance and repairs. Establishments engaged in demolition or wrecking of buildings and other structures, clearing of building sites, and sale of materials from demolished structures are also included.

Code	Title	Industry Description
31-33	Manufacturing	The Manufacturing sector comprises establishments engaged in the mechanical, physical or chemical transformation of materials, substances or components into new products. The assembling of component parts of manufactured products is considered manufacturing, except in cases where the activity is appropriately classified in Sector 23, Construction.
42	Wholesale Trade	The wholesaling process is an intermediate step in the distribution of merchandise.
44-45	Retail Trade	The Retail Trade sector comprises establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. The Wholesale Trade sector comprises establishments engaged in wholesaling merchandise, generally without transformation, and rendering services incidental to the sale of merchandise.
48-49	Transportation and Warehousing	The Transportation and Warehousing sector includes industries providing transportation of passengers and cargo, warehousing and storage for goods, scenic and sightseeing transportation, and support activities related to modes of transportation. The type of equipment depends on the mode of transportation. The modes of transportation are air, rail, water, road and pipeline.
51	Information	The Information sector comprises establishments engaged in the following processes: (a) producing and distributing information and cultural products, (b) providing the means to transmit or distribute these products as well as data or communications, and (c) processing data.
52	Finance and Insurance	The Finance and Insurance sector comprises establishments primarily engaged in financial transactions (transactions involving the creation, liquidation, or change in ownership of financial assets) and/or in facilitating financial transactions.

Code	Title	Industry Description
53	Real Estate and Rental and Leasing	The Real Estate and Rental and Leasing sector comprises establishments primarily engaged in renting, leasing, or otherwise allowing the use of tangible or intangible assets, and establishments providing related services. The major portion of this sector comprises establishments that rent, lease, or otherwise allow the use of their own assets by others.
54	Professional, Scientific, and Technical Services	The Professional, Scientific, and Technical Services sector comprises establishments that specialize in performing professional, scientific, and technical activities for others. These activities require a high degree of expertise and training.
55	Management of Companies and Enterprises	The Management of Companies and Enterprises sector comprises (1) establishments that hold the securities of (or other equity interests in) companies and enterprises for the purpose of owning a controlling interest or influencing management decisions or (2) establishments (except government) that administer, oversee and manage establishments of the company or enterprise and that normally undertake the strategic or organizational planning and decisionmaking role of the company or enterprise.
56	Administrative and Support and Waste Management and Remediation Services	The Administrative and Support and Waste Management and Remediation Services sector comprises establishments performing routine support activities for the day-to-day operations of other organizations.
61	Educational Services	The Educational Services sector comprises establishments that provide instruction and training in a wide variety of subjects. This instruction and training is provided by specialized establishments, such as schools, colleges, universities and training centers.



Code	Title	Industry Description
62	Health Care and Social Assistance	The Health Care and Social Assistance sector comprises establishments providing health care and social assistance for individuals. The sector includes both health care and social assistance because it is sometimes difficult to distinguish between the boundaries of these two activities.
71	Arts, Entertainment, and Recreation	The Arts, Entertainment, and Recreation sector includes a wide range of establishments that operate facilities or provide services to meet varied cultural, entertainment, and recreational interests of their patrons.
72	Accommodation and Food Services	The Accommodation and Food Services sector comprises establishments providing customers with lodging and/or preparing meals, snacks, and beverages for immediate consumption. Excluded from this sector are civic and social organizations; amusement and recreation parks; theaters; and other recreation or entertainment facilities providing food and beverage services.
81	Other services (except Public Administration)	The Other Services (except Public Administration) sector comprises establishments engaged in providing services not specifically provided for elsewhere in the classification system. Establishments in this sector are primarily engaged in activities such as equipment and machinery repairing, promoting or administering religious activities, grant making, advocacy and providing dry-cleaning and laundry services, personal-care services, death-care services, pet-care services, photo-finishing services, temporary-parking services and dating services.
92	Public Administration	The Public Administration sector consists of establishments of federal, state, and local government agencies that administer, oversee, and manage public programs and have executive, legislative, or judicial authority over other institutions within a given area.